

INTERAGENCY COORDINATING COUNCIL

COMMITTEE MEETING NOTES

COMMITTEE: Family Resources and Supports Committee

DATE: May 19, 2005

RECORDER: Kari Stewart, WestEd/CPEI

COMMITTEE MEMBERS

CHAIRPERSONS: Theresa Rossini (absent) and Debbie Sarmento

MEMBERS PRESENT: Doug Cleveland, Rachel Hagans, Laurie Jordan, Julie Kingsley, Kay Ryan, Sherry Torok

MEMBERS ABSENT: Terry Colburn, Juno Duenas, Jan Kearns, Nina LaVine, Al Millan, Theresa Rossini, Cheryl Treadwell

DDS LIAISONS: Cheri Schoenborn

CDE LIAISON: Mary Smithberger

GUESTS: Taleshia Andrews, Joi Dickerson, Delia Sato

SUMMARY OF IMPORTANT POINTS, ACTIONS CONSIDERED AND RECOMMENDATIONS

I. INTRODUCTIONS AND OPENING COMMENTS: The meeting was called to order by Debbie Sarmento and introductions were made by members present. Everyone was welcomed. New member – Rachel Hagans from Central Valley Regional Center.

II. AGENDA REVIEW: Debbie provided an overview of the minutes. No revisions were suggested. Cheri provided overview of recommendation process. Committee's will refine recommendations at this meeting, forward recommendations to the Executive Committee to be reviewed and refined on June 8th at their Interim Meeting, and voted on by the ICC at the September meeting. In January, the Executive Committee will meet in January to determine new priority areas.

III. REVIEW AND APPROVAL OF MINUTES: Revised minutes were approved.

IV. DISCUSSION ITEMS AND COMMITTEE ACTIVITIES:

a. Review Recommendations On Revisions To The Family Interview Questions

Measurable outcomes: Discussed second measurable outcome and EC concern about how to measure it. Revise to read “will report high satisfaction with the transition process.” Discussion about what the Committee was trying to accomplish with this outcome. Agreed there was a need to clarify language. One guest offered that the language can be very intimidating to parents and would recommend making it simpler and utilizing technologies like an interactive DVD. Another member suggested that people in the field are also confused by the language and encourages wording things clearly. Committee added a third measurable outcome: “Every Early Start family reports receiving the information needed to make informed decisions regarding their child’s transition.” (This will be second recommendation and second will become third).

T-1: Revise recommendation to read: “The FRSC recommends that DDS revise the family interview questions used in the Early Start monitoring process....” Staff will send existing questions to the full committee and the committee will submit new questions and revisions by Friday, May 27 by replying all (Kari to put instructions in e-mail to reply all, add comments – don’t change other people’s stuff – put initials before your comments). By June 2, staff will integrate comments and resend final draft to committee.

T-1a: Add new recommendation to read: “The FRSC recommends that DDS expand the monitoring process to include families that have transitioned out of Early Start (children aged 3 years, 6 months – 4 years, 6 months) in individual family interviews, focus groups, and record reviews. The committee further recommends that DDS ensure that the monitoring process include: 1) families of children who have transitioned to regional center, 2) families of children who have transitioned to LEA (local education agency) Part B services, and 3) families of children are not served by regional center or LEA Part B.

One member suggested paying attention to how we ask monitoring questions so as not to make families feel judged.

T-2: Discussion about what to do with white paper and matrix once they are completed? Who will they go to? How disseminated? (Attach draft white paper, draft matrix and completed matrices to minutes). Suggestion to couch white paper as a plea for collaboration and partnership (cover letter), and then add history and information about ES FRCs piece as an attachment. Suggestion to revise white paper to begin: “To enhance collaboration on behalf of families, the following information is being provided to participating agencies on the ICC...” Add paragraph acknowledging that parallel systems have been developed because of mandates and funding streams. Give ICC

partial chart with those that have responded to matrix to encourage those agencies that have not responded to get info in. Committee decided not to move this recommendation forward to EC at this time. Instead, an Interagency Collaboration task group was established to clarify this piece (Sherry, Mary). Sherry and Mary will revise the draft white paper and send it to a core group (Julie, Laurie, Terry, Mike Zito!!) for input on a conference call. (Sherry's real e-mail is storok@projects.sdsu.edu).

T-3: This will be considered by the ICC on May 20.

b. Review FRC Collaboration Matrix And Status On Departmental Input

c. Review Draft 2 Of White Paper On Strategies For Collaboration

d. Discuss Core Writers Group Activities Related To The Family Support Guidelines

Waiting for outcome of ICC vote on May 20, 2005.

e. Review Workplans And Identify Cross Committee Issues

IFSP-3: FRSC would like to have input. "The FRSC recommends that questions be reviewed by parents to ensure that they are easily understood." Committee staff will communicate recommendation to the QSDS staff (Kari will communicate to Angela).

IC-5: Add: "The FRSC recommends that DDS materials for families be reviewed by FRSC during the regular updating process." Another suggestion to label publications in languages other than English with what language the pubs are in.

V. OTHER:

a. FRCs Seeking Vendorization

Is there a way that this committee can provide guidance/strategies for local FRCs seeking vendorization? Might be good showcase at FRC training conference. Committee will place this on later agenda to discuss further.

VI. NEXT STEPS:

- Forward revised recommendations to Executive Committee for discussion on June 8, 2005.
- Send family interview questions re: transition to the full committee with directions for responding.
- Sherry and Mary to revise draft white paper and forward to core group for discussion via conference call.

VII. ADJOURNMENT: 4:35 p.m.